

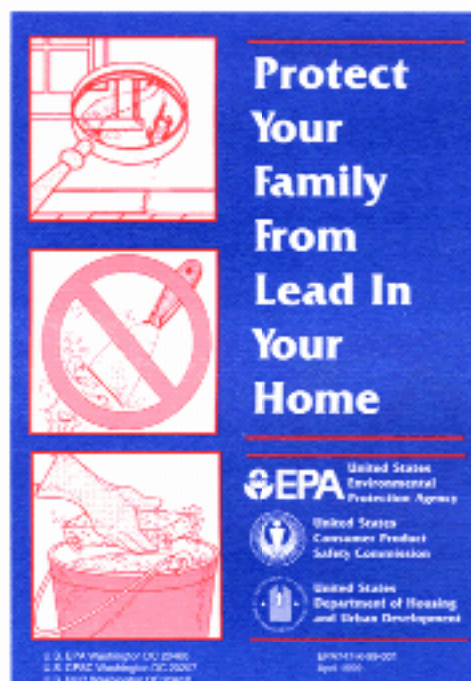
ATTENTION!

Remodeler/Renovator/Contractor/Landlord Does the New Federal Lead-Based Paint Regulation Apply to You?

Yes, if:

- ☒ Your work involves **pre-1978** houses or apartments
- ☒ You receive any form of **compensation** for your work
- ☒ You disturb more than **2 square feet** of painted surfaces
- ☒ Your work is not specifically excluded from this law

Federal law requires distribution of
this lead hazard information pamphlet
BEFORE starting a renovation. ➡



Applicable to:

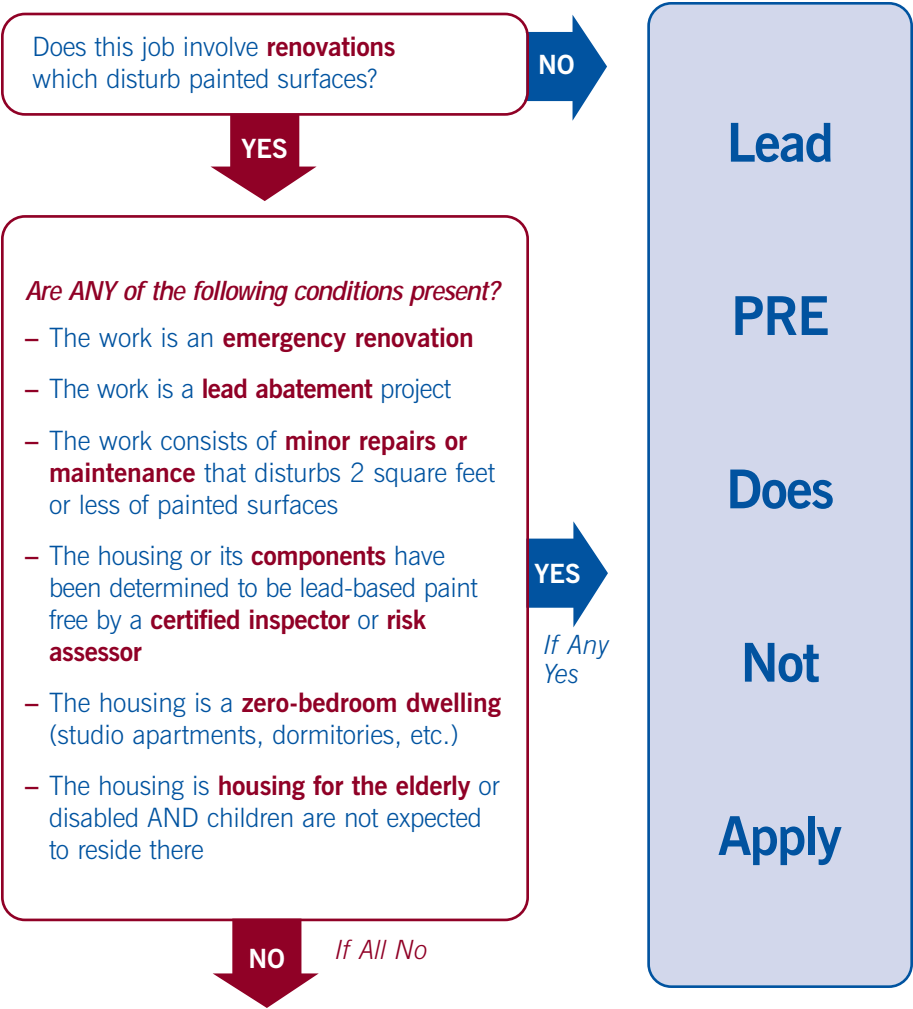
- Carpenters
- Renovators & Remodelers
- Electricians & Plumbers
- Painters
- Home Improvement Contractors
- Landlords/Property Managers
- Apartment Maintenance Staff
- Anyone whose work disturbs paint

Does This Rule Apply To You?
Review The Next Four Pages In Their Entirety!

The following web pages are excerpts from the EPA pamphlet, "The Lead-Based Paint Pre-Renovation Education Rule". The entire pamphlet is also available for viewing or printing from our Web site.

Lead PRE At-A-Glance

If you will be working for **compensation** in a pre-1978 home or apartment building, answer the questions below to determine if Lead PRE requires you to give the **lead pamphlet** to the **owner** and occupants.



If no, then you need to provide the lead pamphlet.

How Do I Meet The Lead PRE Requirements?

Renovation Location

Procedures to Follow

Box 1

Renovations in Owner-Occupied Dwelling Units

Deliver **lead pamphlet** to **owner** before **renovation** begins and obtain **confirmation of receipt**.

OR

Mail lead pamphlet to owner 7 days before renovation begins and document with **certificate of mailing**

Box 2

Renovations in Tenant-Occupied Dwelling Units

1. Provide **lead pamphlet** to **owner** using either procedure described in Box 1 above.
2. Provide lead pamphlet to tenant by either method below:

(a) Deliver pamphlet to dwelling unit before **renovation** begins and document delivery with either a **confirmation of receipt** of lead pamphlet or a **self-certification of delivery**.

OR

(b) Mail lead pamphlet to tenant at least 7 days prior to renovation and document with a **certificate of mailing**

Box 3

Renovations in Common Areas of Multi-Family Housing Units

1. Provide **owner** with **lead pamphlet** using either procedure described in Box 1 above.
2. Notify tenants and make pamphlet available.
3. Maintain written documentation describing notification procedures.
4. Provide **supplemental renovation notice** if changes occur in location, timing, or scope of renovation occurring.

Sample Forms

The forms on the next two pages are sample forms you can use to make documentation of compliance easier.

Confirmation of Receipt of Lead Pamphlet

I have received a copy of the pamphlet, *Protect Your Family From Lead in Your Home*, informing me of the potential risk of the lead hazard exposure from renovation activity to be performed in my dwelling unit. I received this pamphlet before the work began.

Printed name of recipient

Date

Signature of recipient

Self-Certification Option (for tenant-occupied dwellings only) —

If the lead pamphlet was delivered but a tenant signature was not obtainable, you may check the appropriate box below.

- ☐ **Refusal to sign** — I certify that I have made a good faith effort to deliver the pamphlet, *Protect your Family From Lead In Your Home*, to the rental dwelling unit listed below at the date and time indicated and that the occupant refused to sign the confirmation of receipt. I further certify that I have left a copy of the pamphlet at the unit with the occupant.
- ☐ **Unavailable for signature** — I certify that I have made a good faith effort to deliver the pamphlet, *Protect Your Family From Lead In Your Home*, to the rental dwelling unit listed below and that the occupant was unavailable to sign the confirmation of receipt. I further certify that I have left a copy of the pamphlet at the unit by sliding it under the door.

Printed name of person certifying
lead pamphlet delivery

Attempted delivery date and time

Signature of person certifying
lead pamphlet delivery

Unit Address

Note Regarding Mailing Option — *As an alternative to delivery in person, you may mail the lead pamphlet to the owner and/or tenant. Pamphlet must be mailed at least 7 days before renovation (Document with a certificate of mailing from the post office).*

Sample Forms (continued)

Renovation Notice — *For use in notifying tenants of renovations in common areas of multi-family housing.*

The following renovation activities will take place in the following locations:

Activity (e.g., *sanding, window replacement*)

Location (e.g., *lobby, recreation center*)

The expected starting date is _____ and the expected ending date is _____. Because this is an older building built before 1978, some of the paint disturbed during the renovation may contain lead. You may obtain a copy of the pamphlet, *Protect Your Family From Lead in Your Home*, by telephoning me at _____. Please leave a message and be sure to include your name, phone number and address. I will either mail you a pamphlet or slide one under your door.

Date

Printed name of renovator

Signature of renovator

Record of Tenant Notification Procedures — *Procedures Used For Delivering Notices to Tenants of Renovations in Common Areas*

Project Address:

Street (apt. #)

City State Zip Code

Owner of multi-family housing Number of dwelling units

Method of delivering notice forms (e.g. *delivery to units, delivery to mailboxes of units*)

Name of person delivering notices

Signature of person delivering notices

Date of Delivery